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# NIH Update

## Fall 2003





# DUNS Numbers



# New Requirement for DUNS Numbers on Applications



Effective October 1, 2003, Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) numbers must be included in every application for a new or competing continuation grant or cooperative agreement

- ◆ This is a Federal-wide requirement

See June 27, 2003 Office of Management and Budget  
Federal Register Notice

<http://a257.g.akamaitech.net/7/257/2422/14mar20010800/edocket.access.gpo.gov/2003/03-16356.htm>

# Requirement for DUNS Numbers



- ◆ Grantee organizations should verify that they have a DUNS number.
  - ◆ Organizations can secure a DUNS number at no cost at tel. 1-866-705-5711 or URL <http://www.dunandbradstreet.com>
- ◆ Requirement applies to organizations. Non-affiliated individuals are exempt
- ◆ Q & As may be found at [http://grants.nih.gov/grants/duns\\_qa.doc](http://grants.nih.gov/grants/duns_qa.doc)

NIH Guide, August 14, 2003

<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-03-055.html>

# SBIR/STTR



- ◆ SBIR reauthorized through FY 2008
  - ◆ Set aside remains at 2.5%
  - ◆ Commercialization plan now required for Phase II applications
  - ◆ New SBA data collection requirement for Phase II applications
- ◆ STTR reauthorized through FY 2009
  - ◆ Set aside doubles to 0.30% in FY2004
  - ◆ Phase II awards increase to \$750,000
  - ◆ Commercialization plan now required for Phase II applications
  - ◆ New SBA data collection requirement for Phase II applications

# Revised NIH Grants Policy Statement



- ◆ New NIH Grants Policy Statement will include:
  - ◆ Revisions to NIH policies since March 2001
  - ◆ Public Policy Changes
  - ◆ Clarifications
  - ◆ An index!!
- ◆ Look for an NIH Guide notice that will highlight specific changes
- ◆ Publication planned for December, 2003

# Revised Grants Policy Statement – A Closer Look



- ◆ Expanded Authorities: applies to all mechanisms and is a standard term of award

# Revised Grants Policy Statement – A Closer Look



## Cost Overrun:

- ◆ Added definition to the glossary:

*“Any amount charged in excess of the Federal share of costs for the project period (competitive segment)”*

## Key Personnel:

- ◆ Expanded definition to:  
describe contribution of key personnel as  
“measurable” whether or not salaries are  
requested.



# Revised Grants Policy Statement – A Closer Look



- ◆ Definitions: NIHGPS and PHS 398 glossaries-similar definitions were merged
- ◆ Other support policy located in the PHS 398 is now included in the glossary of the NIHGPS
- ◆ NIHGPS roles/titles: will be cross-referenced with eRA roles/titles

# Revised Grants Policy Statement – A Closer Look



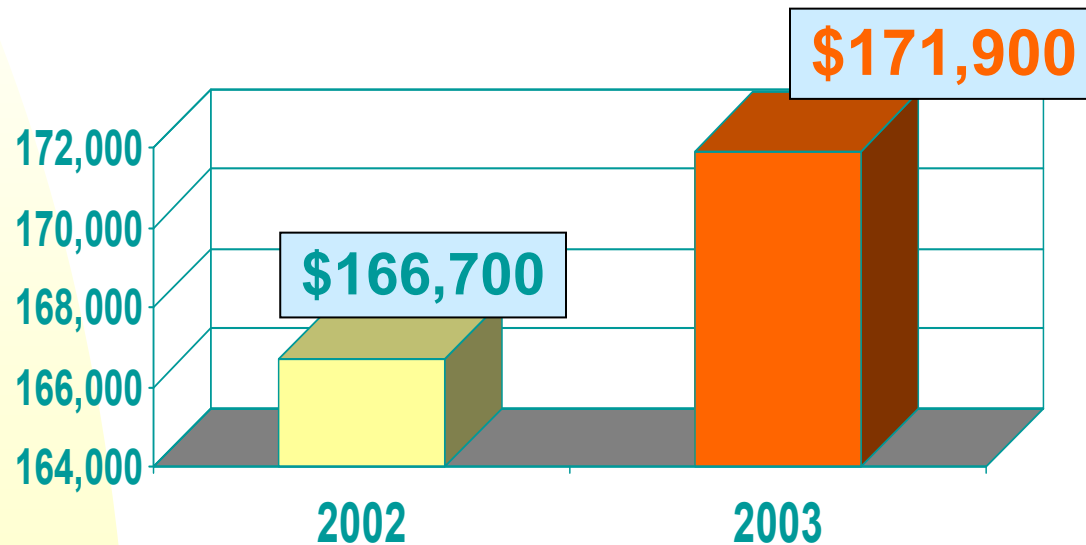
- ◆ Consortium section: grantee is responsible for including applicable requirements of the policy statement in the written agreements and written agreements must include a reference to financial conflict of interest, intellectual property, and data sharing requirements
- ◆ PI eligibility includes a discussion of PI and citizenship status



# **Important Reminders**

# Salary Cap

- ◆ Continues to be tied to Executive Level I of the Federal Executive Pay scale
- ◆ Executive Level I increase effective January 1, 2003



NIH Guide, March 18, 2003,

<http://grants1.nih.gov/grants/guide/notice-files/NOT-OD-03-034.html>

Reminder

## Other Support



- ◆ NIH requires complete and up-to-date other support information before an award can be made
  - ◆ Complete means all sources of research support (including outside the applicant organization)
- ◆ Grantees must report changes in other support as part of the annual progress report

NIH Guide, February 13, 2003

<http://grants.nih.gov/grants/guide/notice-files/NOT-OD-03-029.html>

Reminder

## Closeout Final Reports



- ◆ Failure to submit timely final reports may affect future funding to the organization
  - ◆ Final Financial Status Report (FSR)
  - ◆ Final Invention Statement and Certification
  - ◆ Final Progress Report

# Applications and Forms: Revising the PHS 398 and 2590



- ◆ Goals of the revision process
  - ◆ Enhance quality and clarity, with special emphasis on streamlining and plain language
  - ◆ Incorporating recent policy changes
- ◆ NIH will publish a notice in the NIH Guide when the new forms are ready for use

NIH Guide, June 19, 2003

<http://grants1.nih.gov/grants/guide/notice-files/NOT-OD-03-049.html>

# Non-competing Continuation Grant Progress Reports



- ◆ NIH implemented two separate progress report e-mail reminders to the PI in June 2003
  - ◆ Two months prior to the due date
  - ◆ Two weeks after the due date for overdue reports
- ◆ Commons-registered institutions and PIs
  - ◆ Have access to due date information through the Commons Status system.
  - ◆ PIs also have access to pre-populated face pages via Status
- ◆ All grantees have access to a searchable list of due progress reports at  
[http://era.nih.gov/userreports/pr\\_due.cfm](http://era.nih.gov/userreports/pr_due.cfm)

NIH Guide, August 5, 2003

<http://grants1.nih.gov/grants/guide/notice-files/NOT-OD-03-054.html>



# Applications and Forms: Questions?



Dedicated e-mail address for questions on format:

[format@mail.nih.gov](mailto:format@mail.nih.gov)

Frequently asked questions on format:

<http://www.format.nih.gov>



# NIH eRA Commons Registration



- ◆ Open to All Institutions
- ◆ Go to Commons home page & click registration link (see next slide)
- ◆ Enter small amount of information
- ◆ Print out signature page & fax to NIH
- ◆ Approx. 2-3 days to process registration
- ◆ Help desk can help with any problems



# NIH eRA Commons

The screenshot shows the NIH eRA Commons website as it appeared in the late 1990s or early 2000s, viewed through a Netscape browser. The browser's address bar displays the URL <http://commons.era.nih.gov>. The website header features the National Institutes of Health logo and the text "NATIONAL INSTITUTES OF HEALTH eRA Commons". A navigation bar includes links for Home, Links, and Help. On the left, there is a "Commons Login" section with fields for Username and Password, and buttons for Login, Reset, and a link for "Forgot Password?". Below this is a "System Notification" stating that version 2.0.0 is now in use. Further down is an "About the Commons" section with links to Scope and Purpose, Frequently Asked Questions, Grantee Organization Registration, ERA Contacts, and Enter Commons Demo. The main content area features a large "What's NEW" graphic and a message about NIH Commons Version 2 being available for registration. A right-hand sidebar lists various links such as Commons Support Page, CRISP, Edison, eRA Home Page, Loan Repayment Program, National Institutes of Health, NSF Fastlane, and OER Home Page. At the bottom, a "Status" section mentions a facility for Principal Investigators to review the status of all. A large, semi-transparent blue box with white text is overlaid on the center of the page, containing the text "Link for further Commons Registration Information". An arrow points from this box to the "Grantee Organization Registration" link in the "About the Commons" section.

Commons - Netscape

File Edit View Go Communicator Help

Back Forward Reload

Bookmarks Location <http://commons.era.nih.gov> What's Related

NATIONAL INSTITUTES OF HEALTH  
**eRA Commons**

Welcome Guest  
Institution: Not Affiliated  
Authority:

Home Links Help

**Commons Login** ?

\* indicates required field.

Username \*

Password \*

Login Reset

[Forgot Password?](#)

**System Notification**

1. You are now using Commons version 2.0.0

**About the Commons**

- [Scope and Purpose](#)
- [Frequently Asked Questions](#)
- [Grantee Organization Registration](#)
- [ERA Contacts](#)
- [Enter Commons Demo](#)

**What's NEW**

NIH Commons Version 2 is now available and registration is open to all NIH grantee organizations.

Link for further Commons Registration Information

**Links**

- [Commons Support Page](#)
- [CRISP](#)
- [Edison](#)
- [eRA Home Page](#)
- [Loan Repayment Program](#)
- [National Institutes of Health](#)
- [NSF Fastlane](#)
- [OER Home Page](#)

**Status** - This facility allows a Principal Investigator to review the current status of all

# Commons Functionality



## ◆ Profiles

- ◆ Institutional Profile (IPF)
- ◆ Professional Profile (PPF)

## ◆ Status

- ◆ View status of pending/awarded applications
- ◆ View and access to priority score/summary statement (PI only)
- ◆ View NIH staff contact information for each application
- ◆ Link to study section rosters and dates of meetings
- ◆ Link to NGA and other grant related documents

# Commons Functionality



- ◆ FSR (Financial Status Reports)
  - ◆ Submission of financial status reports
  - ◆ Same system is used by NIH Office of Financial Mgmt.
- ◆ Demo Facility
  - ◆ Anyone can use (don't need a Commons Acct)
  - ◆ Contains all functionality of production system
  - ◆ User creates their own training accounts & institution
  - ◆ Standard data populates new accounts
  - ◆ Great for on-campus training classes

# Future Plans

- ◆ Submit No Cost Extension notification through the Commons (Nov.)
- ◆ Submit Just-in-Time Information through the Commons (Nov.)
- ◆ HHS Grants Management Consolidation (Next 2+ Years)
  - ◆ HHS is migrating all agencies to eRA for internal management of research grants
  - ◆ Other Agency business processes will be affected (CDC, FDA, etc.)



# NIH eRA User Support



Commons Support Page:  
<http://era.nih.gov/commons>

- ◆ Release notes
- ◆ User guides
- ◆ Deployment plans
- ◆ User tips
- ◆ FAQs

eRA Help Desk:

Mon–Fri, 7:30-5:30 Eastern Time

- ◆ (866) 504-9552 (Voice-Toll Free)
- ◆ (301) 402-7469 (Voice-Local)
- ◆ (301) 451-5675 (Fax)
- ◆ (301) 451-5939 (TTY)
- ◆ [commons@od.nih.gov](mailto:commons@od.nih.gov)

Extramural Group Advocates

- ◆ George Stone – [george.stone@nih.gov](mailto:george.stone@nih.gov)
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